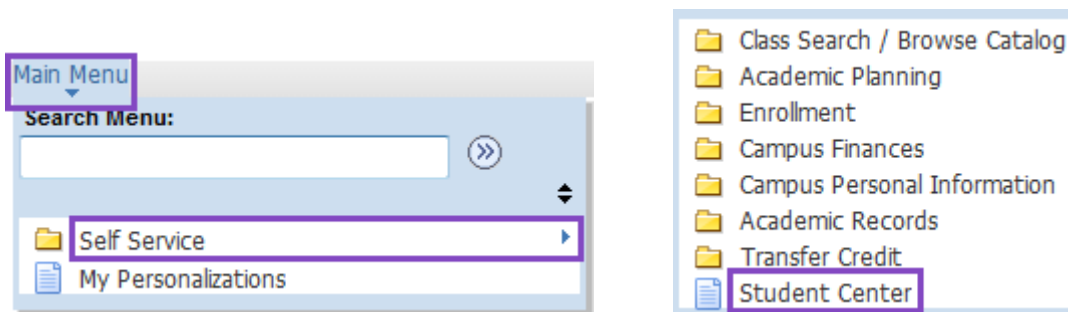
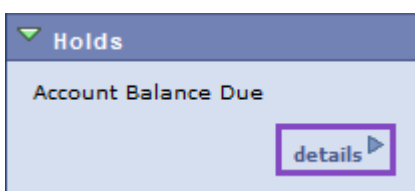


View Holds (Service Indicators)

1. Click the **Main Menu** button.
Click the **Self Service** menu.
Click the **Student Center** menu.



2. Click the **Details** link.



3. Click the **Account Balance Due** link.

| Item List | | | | | | | | |
|-------------------------------------|--------|-----|----------------------|--------------------------------|----------|------------|----------|-------------------------|
| Hold Item | Amount | | Institution | Start Term | End Term | Start Date | End Date | Department |
| Account Balance Due | | USD | LSUHSC - New Orleans | Begin Term - Srvc Indicatr Use | | 02/14/2014 | | STUDENT SERVICES-LSUHSC |

Job Aid

4. Click the **Contact Email** link to send email to the department initiating the hold. In this example the NO Bursar's Office initiated the hold.

Account Balance Due

Reason and Contact

Description: LSUHSC - New Orleans
Start Term: Begin Term - Srvc Indicatr Use
Start Date: 02/14/2014
Reason: Account Balance Due
Department: STUDENT SERVICES-LSUHSC
Contact: Business Office
Phone: (504) 568-4694
NOBursar@lsuhsc.edu



Instructions

Account balance is overdue. Please contact the Bursar's Office.


5. Click the **Return** button.

[Return](#)

6. Click the **Student Center** option from the **go to ...** drop-down list, and then click the **GO!** button, or click the Student Center link on your menu bar.

go to ...  

- Account Inquiry
- My Academics
- Personal Data Summary
- Student Center**
- User Preferences
- go to ...

[Student Center](#)  [Student Center](#)